



MINUTES

Meeting of Moulton Parish Council

Monday 13th May at 20:00 in Moulton School Hall, School Lane, Moulton

	Apologies	<p>The council recognises approval for this agenda item as appropriate to meet the requirement in Section 85(1) of the Local Government Act 1972.</p> <p>To receive, with explanation, any apologies for absence</p> <p>Cllr Kershaw – feeling unwell Cllr Marr – attending PC meeting in Davenham</p>
5.	Declarations of Interest	<p>Members to declare any (a) Disclosable Pecuniary Interests and (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Moulton Parish Council’s Code of Conduct</p> <p>None</p>
6.	Public Forum	<p>Maximum of three minutes per speaker, with an overall limit of fifteen minutes All parishioners who wish to speak should make their intentions known to the clerk prior to the commencement of the meeting</p> <p>1 member of public attended Annual Meeting but left before this meeting commenced.</p>
7.	PCSO Report	<p>The report, if received, will be circulated in advance of the meeting</p> <p>PCSO not attended. Report received and communicated to council.</p>
8.	Minutes	<p>Motion: To note the minutes and any supplementary documents of the MPC meeting held on 8th April 2024 (circulated to members) as a correct record.</p> <p>Proposed by Cllr Archer, seconded by Cllr Simpson</p>
9.	Financial Matters	<p>a) To approve payments made in May for period 1.5.24 to 31.5.24. Motion: To approve payments made in May 2024. Proposed by Cllr Boyle, seconded by Cllr Simpson.</p> <p>b) To consider the financial reports for YTD Motion: To accept the financial reports as presented Proposed by Cllr Archer, seconded by Cllr Boyle. Finance committee to consider which reports are pertinent to MPC meeting packs.</p> <p>c) To approve quotation required from Quadriga for cleaning Cenotaph in October 2024. Motion: To approve the quotation and commission work to be carried out in October. Proposed by Cllr Jennings, seconded by Cllr Boyle.</p> <p>d) To review and respond to the Internal Audit report by J. Henry for 2023/24 Motion: To agree to response to internal audit report. Response to be noted on report Reponses to internal audit report agreed and noted. Proposed by Cllr Archer, Seconded by Cllr Simpson.</p> <p>e) To review MPC Financial procedures, to ensure they are current and relevant. Motion: To agree to amendments to Financial Procedure if required OR approve existing</p>

		<p>procedures are still valid. Financial regulations to be reviewed by Finance Committee at next meeting and presented to full council in June.</p> <p>f) To review report on alternative bank accounts to hold reserve funds. Motion: To agree bank account to hold reserve funds and return best value for community. Agreement for 6mth bond account from Cambridge & Counties Bank and 100-day notice account with Unity Trust Bank to be opened for Parish Council. Proposed by Cllr Boyle, seconded by Cllr Archer.</p> <p>g) To agree public right to view dates if External Audit report received by next meeting. Dates must be 30 working days and must include the first 10 working days of July 2024. Motion: To agree public right to view dates from Monday 17th June to Friday 19th July. Proposed by Cllr Boyle, Seconded by Cllr Simpson</p>
10.	Planning	<p>To note planning applications received since the previous meeting.</p> <ul style="list-style-type: none"> 38 Summerfield Drive – Garage Conversion. <p>No comment required from MPC</p>
11.	Maintenance/ use of Moulton Green Spaces	<p>Motion: To approve the use of the playing field for Pie & Peas race on 7th August 2024. Approval for the use (depending on receipt of risk assessment). Proposed Cllr Jennings, Seconded by Cllr Boyle</p> <p>To review additional requirement for Method Statement with applications for use of playing field. Motion: To approve the additional requirement of a Method Statement for all parties wishing to use the playing field. Proposed by Cllr Simpson. Seconded by Cllr Archer. Method statement will become part of the application for field usage from June 2024.</p>
12.	Clerk's Report & Correspondence	<p>To receive a report on issues not already covered and to review correspondence</p> <ul style="list-style-type: none"> Internal audit report completed External audit report ready to be submitted this week Quotation for cleaning cenotaph Amended VAT submission return dates to fall inline with our financial quarters Bank comparison report completed. Litter pick completed – thanks to Cllr Archer for hosting. Councillor surgery completed at the Community Café on Monday 6th May. Thanks to the team at the community café for making us welcome. Resident fence damage rectified Local storage for MPC paperwork sorted. Currently going thru all filing. Booked onto CilCA training at end of year. Reminder Annual Parish Meeting to be arranged in June
13.	Chair's Report	<p>The Chair to present a report if appropriate No report given.</p>
14.	Subcommittee Reports	<p>To receive reports from sub-committees or working groups</p> <p>None</p>

15.	Councillor Reports	<p>To receive reports from each Councillor (max 3-minutes each)</p> <table border="1" data-bbox="373 253 1477 376"> <tr> <td data-bbox="373 253 914 376"> <ul style="list-style-type: none"> • Cllr Archer • Cllr Boyle • Cllr Kershaw </td> <td data-bbox="914 253 1477 376"> <ul style="list-style-type: none"> • Cllr Marr • Cllr Simpson </td> </tr> </table> <p><i>Cllr Archer – none</i> <i>Cllr Boyle – extremely poor state of FP3 (towards Vale Royal Locks), question to be raised again with CWAC. Due to weather and blocked drains, the road from Niddries Lane to the river has been washed away underneath the railway bridge – question who is responsible for upkeep can we request the drains be cleared.</i> <i>Cllr Simpson – overgrown hedges causing difficulties for pedestrians – can we write to CWAC to request action. Potholes around the village.</i></p>	<ul style="list-style-type: none"> • Cllr Archer • Cllr Boyle • Cllr Kershaw 	<ul style="list-style-type: none"> • Cllr Marr • Cllr Simpson
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16.	Data Protection	<p>Clerk to update the council regarding any FoI and GDPR requests received.</p> <p><i>None</i></p>		
	AOB	<p>Items to be placed on the agenda of the next meeting.</p> <p><i>Agreement to Financial Regulation amendments.</i></p>		

10/06/24

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